



City of Covington

Community Development Department

16720 SE 271st Street • Suite 100 • Covington, WA 98042

Phone: (253) 480-2400 • www.covingtonwa.gov

For appointments: PermitServices@covingtonwa.gov or call (253) 480-2400, ext. 0.

MANUFACTURED HOME SUBMITTAL CHECKLIST

This checklist applies to new manufactured homes. Please contact permitservices@covingtonwa.gov with questions.

When submitting for an ePermit (electronic plan review), please submit in accordance with the Electronic Submittal Naming Convention and Requirements for Electronic Documents. A sample of the electronic document name is provided below.

Prerequisites for Submittal:

- [Certificate of Water Availability](#) (OS1WaterAvailability.pdf)
Contact Covington Water District: (253) 631-0565 www.covingtonwater.com
OR Lake Meridian Water District: (253) 631-3770 www.lakemeridianwater.com
OR Private Well: King County Health Department approval required: (206) 296-4932
www.kingcounty.gov/depts/health.aspx
- [Certificate of Sewer Availability](#) (OS1SewerAvailability.pdf)
Contact Soos Creek Water & Sewer District: (253) 630-9900 www.sooscreek.com
OR [Septic Tank](#): King County Health Department approval required: (206) 296-4932
www.kingcounty.gov/depts/health.aspx

Four (4) copies of the following:

- Site Plan ([Sample Site Plan](#)) (OS1SitePlan.pdf)

Two (2) copies of the following:

- Copy of Manufactured Home Installation manual (OS1Manual.pdf)
- Foundation Plan (show the location of all footings, piers and perimeter blocking) (OS1FND.pdf)
- Tie down specifications stamped by a Washington State Licensed engineer (OS1TieDn.pdf)
- Skirting Details (OS1Skirting.pdf)
- [Certificate of Water Availability](#) (OS1WaterAvailability.pdf)
- [Fire Impact Fee Information Sheet](#) (OS1Fire Impact Form.pdf)

One (1) copy of the following:

- [Building Permit Application](#) (OS1Application.pdf)
- Copy of current Manufactured Home Installer's Certification (OS1InsCert.pdf)
- [Certificate of Sewer Availability](#) (OS1SewerAvailability.pdf)

Permit Fees:

The plan review fee and technology surcharge fee are due at time of submittal. Remaining fees will be paid at permit issuance. Contact permitservices@covingtonwa.gov for a fee estimate prior to permit submittal.

Appointments Required:

Appointments are required for permit submittals and pickups and you may schedule by email: permitservices@covingtonwa.gov or by phone: 253-480-2400, dial 0 to reach reception.